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FACILITIES MANAGEMENT DIVISION  
WEEKLY REPORT FOR PERIOD ENDING 30 SEPTEMBER 1986

1. Status of Tasks Assigned by Senior Management:

25X1 *yes* ~~\*~~ a. The Associate Deputy Director of Administration has requested that space be made available in 7E29 Headquarters for the Associate Deputy Director for Operations. Current occupants of 7E29 are being relocated to 7D00/7D19, whose occupants are being relocated to 6B02. Design drawings are complete and Allied will accomplish the construction requirements on a priority basis. All three relocations are scheduled to be completed by 10 October. (b)

25X1 *yes* b. On 6 October, at 1:00 pm, FMD will <sup>brief</sup> provide the DDI and the D/OIA with a briefing ~~pertaining to the assignment of backfill space in the Old Headquarters Building to the Office of Imagery scheduled for DIA.~~ Analysis, DDI. (i)

2. Major Events That Have Occurred During the Preceding Week:

25X1 *No* a. A contract was awarded to Whitener & Jackson, Inc. for \$292,000 to renovate 5,000 square feet of space in GH 17-25 Headquarters for the Office of Current Production and Analytic Support/DDI. Construction is scheduled to start on 8 October and will take 240 days to complete.

25X1 *No* b. Drawings were completed for relocation of the Badge Office to 1D90 Headquarters. The start of construction is contingent upon relocation of the Main Reception to the Route 123 Security Control Center.

25X1 *No* c. Drawings were completed for the conversion of the 3C11 snack bar into storage space to support the Latin America Division, DDO.

25X1 *No* d. Drawings were completed for the Southwest Entrance badge machines installation in support of the Pass system. Drawings are being done for the remaining Headquarters and Printing and Photography Building entrances.

*Was this included in the final report?*

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*staff notes only*  
 25X1 ~~e. The Interior Design Staff provided assistance in the setting up the show "The Revolution Graphically Illustrated; Iranian Posters 1979-81," which is on exhibit in the FAC Exhibit Hall, 1D corridor, Headquarters, through the end of October.~~ [redacted]

*staff notes only*  
 25X1 f. During the week of 22 September, the bus on Route No. 1 had been running late due to traffic congestion around the Key Bridge area. This problem has been corrected by using Route 66 vice Canal Road. [redacted]

25X1 g. The bus on Route No. 3 is running late at the Tysons Corner area due to the construction work in the area. Motor Pool Branch is working on solving the problem. [redacted]  
 25X1 [redacted]

*OL reports that*  
 25X1 *yes* h. Allied continues to receive four polygraph examination appointments per week. As of 31 August 1986, there were 64 custodial applicants and 62 craft/mechanical applicants available for polygraph examinations. [redacted]

*No*  
 25X1 i. All requests for carpet installation and repair for the Headquarters Building have been turned over to Allied. Services/FMD will continue to coordinate and implement the installation of carpeting in the outlying buildings. [redacted]  
 25X1 [redacted]

*No*  
 25X1 j. During this reporting period, [redacted] pounds of classified trash from the Headquarters Building plus an additional [redacted] pounds of classified trash from the outlying buildings was destroyed. This is a slight decrease from our previous high volume. [redacted]  
 25X1 [redacted]

### 3. Upcoming Events:

*No*  
 a. Facilities Management Division personnel and contractors will be attending FMD's Planning Conference on 2 and 3 October at the Xerox International Center for Training and Management Development in Leesburg.

*No*  
 b. At 7:00 a.m., Saturday, 4 October, a transformer and associated switch gear weighing several tons will be delivered to A Vault at Headquarters. Allied has made arrangements through a subcontractor, United Rigging Company, for delivery which should take approximately six hours to complete.

*??  
 check with [redacted]  
 as what is the problem?*

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4. Management Activities and Concerns:

Facilities Management Division personnel have continued the hectic schedule of space related meetings and briefings. A representative from the DCI/MAG gave us his thoughts on parking. The rationale for assigning the Office of Imagery Analysis (OIA) to specific areas of the Old Headquarters Building during the backfill was explained to the Director of OIA. The Facilities Management Board met and the Chief, Budget and Finance, OL, was provided input regarding FY87 cost savings that could be realized as a result of the slippage in the New Headquarters Building schedule. In addition, the Associate Deputy Director of Administration and [redacted] were provided a briefing on the Integrated Logistics Support Plan. [redacted]

*should be under 1st section*

[redacted] Chief  
Facilities Management Division, OL